

Project Summary

Project Number: **21-200**
 Project Title: **ADA Door & Restroom Retrofits at Various Facilities - Phase I**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **Renovation or Rehabilitation** Budget Year: **2018**
 Year Identified: **2016** Project Status: **Funded**
 Start Date: Region:
 Est. Completion Date:

Description:

This project will upgrade or replace existing entrance doors and restroom doors in various City facilities to meet current accessibility standards. The primary focus will be facilities that are frequented by citizens and other patrons, including: City Hall, Community Centers, Courts, Integrated Behavioral Health, Libraries, Public Health, Social Services, Treasurer/Revenue Offices, etc.

Justification:

Numerous City facilities have entrance doors and restroom doors that do not meet current accessibility design standards. These doors present a significant physical challenge to handicapped and/or elderly patrons, citizens, and employees. At a minimum, the first floor main entrance doors and restrooms should be upgraded to current accessibility standards.

Comments:

A few ADA entrance door retrofits have been done in previous years when funding was available (funded from previous phases of the High Priority Renewal and Replacement project). Proposed funding addresses building deficiencies, however, facilities are not in violation since they were built before ADA was enacted.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - Lockbox City		440,000			440,000
Total Revenue			440,000			440,000
Expense						
	Construction		440,000			440,000
Total Expense			440,000			440,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **01-220**
 Project Title: **ADA Facility and Infrastructure Retrofits**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **Renovation or Rehabilitation** Budget Year: **2018**
 Year Identified: **2018**
 Start Date: **7/1/2017** Project Status: **Funded**
 Est. Completion Date: **6/30/2018** Region:

Description:

This project will upgrade or replace existing sidewalks, doors, and restrooms in various City facilities to meet current accessibility standards.

Justification:

Upgrading older facilities to the current accessibility standards will improve access for citizens and employees.

Comments:

Although City facilities are in compliance with the Americans with Disabilities Act (ADA) because they were built before ADA was enacted, this project will provide funding to continue to bring more facilities up to the current standards outlined in the ADA. This project will also include improvements to public sidewalks in order to remove obstacles to persons with limited mobility.

Project Forecast

Year	Total Expense	Total Revenue	Difference
2018	50,000	50,000	0
2019	50,000	50,000	0
2020	50,000	50,000	0
2021	50,000	50,000	0
2022	50,000	50,000	0
	250,000	250,000	0

Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - Lockbox City		50,000	200,000		250,000
Total Revenue			50,000	200,000		250,000
Expense						
	Construction		50,000	200,000		250,000
Total Expense			50,000	200,000		250,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **01-210**
 Project Title: **CIBH - Parking Addition**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Addition or Expansion Budget Year: 2018
 Year Identified: 2017
 Start Date: 7/1/2016 Project Status: Funded
 Est. Completion Date: 6/30/2017 Region:

Description:

This project will provide for the construction of additional parking spaces for the existing Chesapeake Integrated Behavioral Healthcare (CIBH) facility located on Great Bridge Boulevard.

Justification:

The CIBH facility is chronically short of parking spaces. As the 100 available spaces are often filled, customers routinely park along the ingress and egress lanes instead of parking spaces.

Comments:

Adjacent land for parking expansion was recently acquired. In FY 2016, approximately \$50,000 from CSB, Inc. operating funds was available for use to cover the cost of design. Accordingly, design was completed in FY 2016. This project will now only address the construction of the parking addition. Funding for construction will be provided by the CSB, Inc. Fund Balance. Construction is anticipated to begin in FY 2017.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Fund Balance - Other Funds	350,000				350,000
Total Revenue		350,000				350,000
Expense						
	Construction	350,000				350,000
Total Expense		350,000				350,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **14-190**
 Project Title: **CIBH - Psychosocial Day Support Building Expansion (Coastal Clubhouse)**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Addition or Expansion Budget Year: 2018
 Year Identified: 2015
 Start Date: 7/1/2014 Project Status: Funded
 Est. Completion Date: 6/30/2019 Region:

Description:

This project was originally planned to provide for the addition of 8,000 square feet to the existing Psychosocial Day Support Building (Coastal Clubhouse). The addition would provide for an upgraded kitchen, an elevator, additional meeting and dining space, restrooms, and space for a thrift store. City staff also reviewed alternative designs that would move the facility to another site.

Justification:

The expansion of the Psychosocial Rehabilitation Service Program (Coastal Clubhouse) building is necessary to provide skill building and recovery based services to more individuals who need those services to live as independently as possible in the community. Currently, there is a waiting list for individuals who are requesting this service because the physical space of the current building is too small. A larger facility would allow an increased program census as well as a larger variety of support groups, educational workshops, and skill building activities. An increase in program census would result in increased Medicaid revenue which would surpass the operating expenses of a larger facility.

Comments:

The current cost estimate for this project is \$2,079,000. This project was originally funded in FY 2014 as a renovation to the existing structure with a budget of \$500,000. The difference of \$1,579,000 will be funded in the FY 2018-22 CIP for FY 2018. This project is funded by the CIBH Fund Balance.

Project Forecast

Year	Total Expense	Total Revenue	Difference
2018	1,579,000	1,579,000	0
	1,579,000	1,579,000	0

Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Fund Balance - Other Funds	500,000	1,579,000			2,079,000
Total Revenue		500,000	1,579,000			2,079,000
Expense						
	Construction	500,000	1,579,000			2,079,000
Total Expense		500,000	1,579,000			2,079,000

Obligated to Date: 0
 0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **02-150**
 Project Title: **Facilities - High Priority Renewal and Replacements - Phase III**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **Renovation or Rehabilitation** Budget Year: **2018**
 Year Identified: **2011**
 Start Date: **7/9/2014** Project Status: **Funded**
 Est. Completion Date: **6/30/2022** Region:

Description:

This project will provide for critical repairs and replacement of components and systems in City buildings including: roofs, HVAC and other mechanical systems, security and alarm systems, elevators/escalators, major structural repairs, interior renovation, carpet/flooring, large-scale window replacement, etc. Funding is intended to address deferred maintenance of major building systems throughout the City.

Justification:

Facilities Maintenance developed a 5-year plan starting in FY 2016 to address the most pressing facility deficiencies. This will continue the 5-year maintenance into the next cycle of planning by adding requirements for FY 2022.

Comments:

This is the third phase of renewal/replacement funding that has provided major system repair and replacement for over 10 years. Completed items programmed for FY 2016 included: replacement of carpet at the libraries and J&DR Court, design of the Rivercrest roof replacement, overhaul of the Public Health elevator, and remodel of the Fire Station #4 kitchen.

Items programmed for FY 2017 include the overhaul of four (4) elevators, replacement of the lower roof at Deep Creek Community Center, replacement of the cooling tower at Public Health, replacement of the HVAC system at Fire Station #1, replacement of carpet at Central Library and at City Hall, and other repairs as needed. Items programmed for FY 2018 include: replacement of roofs at Central Library, Western Branch Community Center, and Fire Station #1, replacement of the boiler at Central Library, and replacement of floor tiles at Indian River Community Center.

Project Forecast

Year	Total Expense	Total Revenue	Difference
2018	2,175,000	2,175,000	0
2019	1,745,000	1,745,000	0
2020	2,175,000	2,175,000	0
2021	2,580,000	2,580,000	0
2022	2,660,000	2,660,000	0
	11,335,000	11,335,000	0

Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Fund Balance - General Fund	2,400,000				2,400,000
	G.O. Debt - Short Term Financing	1,155,000				1,155,000
	Cash - Lockbox City	3,450,000	2,175,000	9,160,000		14,785,000
Total Revenue		7,005,000	2,175,000	9,160,000		18,340,000
Expense						
	Design & Engineering			200,000		200,000
	Construction	7,005,000	2,175,000	8,960,000		18,140,000
Total Expense		7,005,000	2,175,000	9,160,000		18,340,000
Obligated to Date:						6,453,532
						35.19 %

Project Summary

Project Number: **02-220**
 Project Title: **Facility - Capital Improvement and Utilization Study**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Study Budget Year: 2018
 Year Identified: 2018 Project Status: Funded
 Start Date: Region:
 Est. Completion Date:

Description:

This project will provide for a comprehensive City-wide facilities study to identify current facility conditions, inventory key mechanical/building systems, identify backlog needs in order to develop a strategic life-cycle maintenance plan and to address the highest priority needs. The study will also provide recommendations for reviewing the City's complement of facilities to determine best use for current and future needs.

Justification:

The study will provide a framework to ensure facility capital investments are allocated to address highest priority needs and strategically timed to maximize the investment based on mechanical/building life-cycle needs. The study will also provide guidance to maximize facility utilization.

Project Forecast

Year	Total Expense	Total Revenue	Difference
2018	175,000	175,000	0
	175,000	175,000	0

Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - Lockbox City		175,000			175,000
Total Revenue			175,000			175,000
Expense						
	Other		175,000			175,000
Total Expense			175,000			175,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **12-190**
 Project Title: **Library - Automated Materials Handling System**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **Equipment** Budget Year: **2018**
 Year Identified: **2015**
 Start Date: **7/4/2014** Project Status: **Funded**
 Est. Completion Date: **7/3/2017** Region:

Description:

This project will provide for the purchase, installation, and implementation of an automated materials handling (AMH) system at Central Library.

Justification:

The Automated Materials Handling (AMH) system is designed to receive, check-in, and sort library materials for shelving. In 2014, the three busiest libraries circulated 1.7 million items, each of which was handled a minimum of five (5) times by employees from the time the item was retrieved from the book-drop until it was replaced on the shelf to be checked out again by patrons. The AMH system will reduce the amount of time required by staff to manually perform these duties and allow staff time to perform other higher level essential tasks, which will increase efficiency. Materials will also be more readily available for patrons. Similar equipment already exists at neighboring libraries.

Comments:

On November 15, 2016, City Council will consider an amendment to the FY 2017 CIP Budget to change the funding source for \$425,756 of this project's budget from debt (general obligation bonds) to cash funding (city lockbox) for expenses in that amount that will be cash funded.

On March 8, 2016, City Council approved an FY 2016 CIP Budget amendment to expand the project scope to include floor replacement and increase the project budget by \$1,191 to cover the cost. The funding was transferred from two other projects completed under budget (project # 10-170 "Library-Technology Upgrade/Replacement I" and # 09-200 "Library-Virtual Desktop Infrastructure (VDI) Expansion").

The first AMH system was installed at Central Library in 2015 and is now in use. The Library envisions installing AMH systems at Greenbrier and Russell Memorial libraries. However, expansion depends on successful review of the implementation at Central Library with documented efficiency for handling library materials. If the review confirms the anticipated process improvements, future funding will be requested to expand the AMH system to Greenbrier and Russell Memorial libraries.

Project Forecast

Year	Total Expense	Total Revenue	Difference
2021			0
	0	0	0

Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - Lockbox City	425,756			482,800	908,556
	Fund Balance - Capital Projects Fund	1,192				1,192
Total Revenue		426,948			482,800	909,748
Expense						
	Equipment	338,481			482,800	821,281
	Software	57,275				57,275
	Other	31,192				31,192
Total Expense		426,948			482,800	909,748
Obligated to Date:						423,931
						46.60 %

Related Projects

Project Summary

Operating Budget Impact

<u>Budget Year</u>	<u>Exp (Rev)</u>	<u>FTE Impact</u>
2018	28,161	0.0
2019	28,161	0.0

Project Summary

Project Number: **02-210**
 Project Title: **Library - Customer Service Desk Replacements**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Replacement Budget Year: 2018
 Year Identified: 2017
 Start Date: 7/1/2016 Project Status: Funded
 Est. Completion Date: 6/30/2019 Region:

Description:

This project will provide for replacement of the customer services desks at Central Library, Russell Memorial Library, and Indian River Library.

Justification:

The Library has five (5) service desks that are original to their respective buildings. Each customer service desk has passed its useful life and no longer meets customer service standards. As these desks are replaced, the Library will be consolidating service points to better serve citizens and manage staffing issues.

Comments:

This project is currently in the planning stage. The expanded Central Library and Russell Memorial Library opened in 1993, and Indian River Library opened in 2004. As Library services have evolved to include self-checkout, notary services, job help, faxing, etc., the current customer service desks no longer meet the public's needs. The Library's goal is to consolidate as many service points as possible to provide citizens with a central access point to fulfill most of their needs.

Russell Memorial Library currently has separate information and circulation desks, which will be better managed and staffed if combined into a single access point. A self-checkout station will also be added and will remain separate from the combined service desk.

Central Library currently has three separate customer service desks. The downstairs information and circulation desks will be combined, and a separate self-checkout station will be installed. Upstairs a new customer service desk will be installed. The carpet at Central Library is scheduled to be replaced in FY 2017. The Library would like to replace the service desks at Central Library at the same time since all service desks will need to be removed for carpet installation.

Indian River Library currently has two separate customer service desks (circulation desk and information and desk), but the desks cannot be combined. The circulation desk is large, relatively new, and not in need of replacement. However, the information desk needs replacement because it is a single, one-person desk in a corner with limited visibility that poses a security risk. The information desk will be replaced with a more substantial structure and moved to a place where visibility and access into three rooms is created.

Note: all libraries have service desks in the Children's rooms, which will remain separate.

Project Forecast

Year	Total Expense	Total Revenue	Difference
2018	39,000	39,000	0
2019	39,000	39,000	0
	78,000	78,000	0

Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Fund Balance - General Fund	104,500	39,000	39,000		182,500
Total Revenue		104,500	39,000	39,000		182,500
Expense						
	Other	104,500	39,000	39,000		182,500
Total Expense		104,500	39,000	39,000		182,500
Obligated to Date:						0
						0.00 %

Project Summary

Project Number: **03-210**
 Project Title: **Library - Russell Memorial Parking Addition**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Addition or Expansion Budget Year: 2018
 Year Identified: 2017
 Start Date: 7/1/2016 Project Status: Funded
 Est. Completion Date: 6/30/2018 Region:

Description:

This project will provide for the design and construction of additional parking spaces at Russell Memorial Library.

Justification:

The population in the City's Western Branch area increased by 36.7% from 1994 (24,844) to 2015 (33,968). The public's use of the library has kept pace with the increases, which has resulted in a chronic shortage of parking spaces at Russell Memorial Library. Customers routinely park along ingress and egress lanes instead of parking spaces because the 75 available spaces are often filled. This library is very busy during tax season (February to May), and many customers and staff are forced to park across a major road (Taylor Rd.) in a church parking lot.

Comments:

This project has been approved by City Council and the City Attorney.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Proffers	500,000				500,000
Total Revenue		500,000				500,000
Expense						
	Design & Engineering	50,000				50,000
	Construction	430,000				430,000
	Land Acquisition	20,000				20,000
Total Expense		500,000				500,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **04-150**
 Project Title: **Municipal Parking Lots and Sidewalks II**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **Renovation or Rehabilitation** Budget Year: **2018**
 Year Identified: **2011**
 Start Date: **7/2/2012** Project Status: **Funded**
 Est. Completion Date: **6/30/2022** Region:

Description:

This project will provide for critical repair and replacement of parking lots, sidewalks, and concrete ramps at City facilities such as Fire Stations, etc. Funding will also be used for re-stripping parking spaces, fire lane markings, and curbs.

Justification:

Parking lots and sidewalks must be maintained so they do not present walking and driving hazards to citizens and employees. ADA and fire lane markings are particularly important to maintain on a regular basis to meet codes and regulations.

Comments:

Funding has historically been provided for renovation of parking lots and sidewalks at City facilities. Significant funding levels in recent years have enabled Facilities Maintenance to eliminate a significant backlog of deteriorated parking lots and sidewalks. Thus, funding was not provided for FY 2017. However, funding will be provided for FY 2018 - 2022 at \$150,000 per year to continue the improvements. This level of funding is adequate to maintain necessary levels of maintenance.

Project Forecast

Year	Total Expense	Total Revenue	Difference
2018	150,000	150,000	0
2019	150,000	150,000	0
2020	150,000	150,000	0
2021	150,000	150,000	0
2022	150,000	150,000	0
	750,000	750,000	0

Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Fund Balance - General Fund	600,000				600,000
	Cash - Lockbox City	200,000	150,000	600,000		950,000
	Total Revenue	800,000	150,000	600,000		1,550,000
Expense						
	Construction	800,000	150,000	600,000		1,550,000
	Total Expense	800,000	150,000	600,000		1,550,000
					Obligated to Date:	772,110
						49.81 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **01-150**
 Project Title: **Public Works/Public Utilities Operating Facilities Relocation**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Replacement Budget Year: 2018
 Year Identified: 2011 Project Status: Funded
 Start Date: 4/1/2013 Region:
 Est. Completion Date: 1/30/2022

Description:

This project will provide for the preparation of a master plan for the replacement of the existing Public Works / Public Utilities facilities at the Greenbrier Butts Station Yards. It will also provide for the design and construction of the new facilities at the existing site. It will include site work, roadwork, BMP enhancements, utilities, parking, shops, crew bays, storehouse, wash racks, admin building, and emergency generators.

Justification:

Existing facilities are deteriorated, unsanitary, and functionally inadequate for efficient and safe operations. Hurricane resistant facilities are necessary for continuity of operations and recovery efforts following emergencies. Public Works and Public Utilities operations will be co-located to enable shared use of resources.

Comments:

This project combined Public Works project # 01-150 "Butts Station-Phase I of Public Works Operations Building" (\$9,700,000) and Public Utilities project # 23-120 "Storm Harden Field Operations Building" (\$4,000,000). Master planning has been completed for the Greenbrier site. This project is on hold pending management review.

Project Forecast

Year	Total Expense	Total Revenue	Difference
2021	22,500,000	22,500,000	0
	22,500,000	22,500,000	0

Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - Lockbox City			1,000,000		1,000,000
	G.O. Debt - City	9,700,000		13,500,000		23,200,000
	Revenue Bonds - Utility Fund	4,000,000		8,000,000		12,000,000
Total Revenue		13,700,000		22,500,000		36,200,000
Expense						
	Design & Engineering	1,950,000				1,950,000
	Construction	10,850,000		17,250,000		28,100,000
	Land Acquisition	400,000		2,020,471		2,420,471
	Equipment	500,000		2,250,000		2,750,000
	Software			100,000		100,000
	Other			879,529		879,529
Total Expense		13,700,000		22,500,000		36,200,000
				Obligated to Date:		2,546,483
						7.03 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
2020	148,500	5.4

Project Summary

Project Number: **04-210**
 Project Title: **Social Services Building Restroom Renovation**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Renovation or Rehabilitation Budget Year: 2018
 Year Identified: 2017
 Start Date: 7/1/2016 Project Status: Funded
 Est. Completion Date: 6/30/2017 Region:

Description:

This project will provide for the renovation of 11 restrooms in the Social Services building, to include new fixtures and lighting where necessary, replacement of vanity/counter-top in two restrooms, improvement of exhaust systems, replacement of composite wall panels in three restrooms, repair or replacement of flooring and partitions where necessary, and improvement of ADA compliance.

Justification:

The Social Services building restrooms need renovation after many years of use. All restrooms need some combination of new fixtures, wall finishes, etc., and several have old toilets and sink fixtures that are difficult to maintain. Two restrooms have old residential-style vanities/counters that are worn out. All restrooms share common exhaust ducting that is inadequate.

Comments:

The restrooms have had repairs over the years to keep them operational, but they are worn and hard to maintain. Prior to renovation, Public Works will consult with RRMM Architects on ADA-related items. Funding for this project will come from remaining fund balance in CIB 17-190 "Social Services Building - Replace Carpet and Workstations" (FY 2017: \$100,000).

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Fund Balance - Capital Projects Fund	100,000				100,000
Total Revenue		100,000				100,000
Expense						
	Design & Engineering	9,000				9,000
	Construction	91,000				91,000
Total Expense		100,000				100,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **02-160**
 Project Title: **Solid Waste Facilities Relocation**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Replacement Budget Year: 2018
 Year Identified: 2012
 Start Date: 7/1/2011 Project Status: Funded
 Est. Completion Date: 6/30/2022 Region:

Description:

This project will provide for the design and construction of new Solid Waste facilities to replace the facilities at Butts Station. The new facilities will include administrative offices, secure storage for containers and equipment, employee parking, and refuse truck parking.

Justification:

Existing Solid Waste facilities are located on property that is planned for private development. The existing facilities must be relocated to make way for redevelopment.

Comments:

This project has been on hold while staff considered the viability of relocating the operations center. Recent estimates for the total project cost with the relocation are \$9.6 million. The previously identified future funding need of \$3.3 million to move the slow fill CNG fuel station will be funded in the FY 2018-22 CIP for FY 2019. Staff are working to minimize additional project costs by evaluating design and engineering alternatives that will still address capacity needs and maintain level of service.

Project Forecast

Year	Total Expense	Total Revenue	Difference
2018			0
2019	3,300,000	3,300,000	0
	3,300,000	3,300,000	0

Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	G.O. Debt - City	2,170,000		3,300,000		5,470,000
Total Revenue		2,170,000		3,300,000		5,470,000
Expense						
	Design & Engineering	241,000				241,000
	Construction	1,608,000		3,300,000		4,908,000
	Equipment	65,000				65,000
	Other	256,000				256,000
Total Expense		2,170,000		3,300,000		5,470,000
Obligated to Date:						223,250
						4.08 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **02-200**
 Project Title: **Voting Equipment**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Replacement Budget Year: 2018
 Year Identified: 2016 Project Status: Funded
 Start Date: 7/1/2023 Region:
 Est. Completion Date: 6/30/2024

Description:

This project will provide for the replacement of voting machines and electronic poll books for all polling places, as well as the necessary equipment for the office to setup the equipment for the polling places.

Justification:

Each precinct requires an optical scan, DRE, and at least two electronic pollbooks.

Comments:

The City currently has 64 polling places, eight of which approach or exceed 3500 registered voters. The need for 72 polling places is expected in the foreseeable future. The next redistricting will occur in 2021, and that may also impact the number of precincts.

Project Forecast

Year	Total Expense	Total Revenue	Difference
2022			0
	0	0	0

Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	G.O. Debt - City				1,500,000	1,500,000
Total Revenue					1,500,000	1,500,000
Expense						
	Equipment				1,500,000	1,500,000
Total Expense					1,500,000	1,500,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **03-200**
 Project Title: **City Hall 6th Floor Redesign/Expansion for City Attorney & City Manager's Offices**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **Renovation or Rehabilitation** Budget Year: **2018**
 Year Identified: **2016**
 Start Date: **7/1/2015** Project Status: **Fully Funded**
 Est. Completion Date: Region:

Description:

This project will provide for renovations to address over crowding in the City Attorney's Office and to improve efficiency and coordination of work in offices of the City Manager, City Attorney, and City Clerk.

Justification:

Renovations will allow for sharing of staff and better integration of administrative functions.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - Lockbox City	100,000				100,000
Total Revenue		100,000				100,000
Expense						
	Construction	100,000				100,000
Total Expense		100,000				100,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **44-130**
 Project Title: **CNG (Compressed Natural Gas) Fueling Station/Fast Payback Energy Conservation**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Replacement Budget Year: 2018
 Year Identified: 2009 Project Status: Fully Funded
 Start Date: 7/1/2011 Region:
 Est. Completion Date: 7/30/2017

Description:

This project will provide for installation of a Condensed Natural Gas (CNG) fueling station. Fast Payback Energy Conservation funds will be used to fund this project.

Justification:

Project is needed to allow for fueling of new vehicles that are powered with CNG. The City plans to purchase approximately six (6) solid waste collection (SW) vehicles in each of the next several years. If successful, all SW collection vehicles would be replaced with CNG engines. The City expects savings from the program because CNG fuel is considerably less expensive than diesel fuel. The fueling station will also permit the City to sell fuel to other commercial/industrial users.

Comments:

Initial construction phase is complete, but additional terminals are required as fleet of CNG vehicles expands.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - General Fund Transfer	720,000				720,000
	G.O. Debt - City	580,000				580,000
Total Revenue		1,300,000				1,300,000
Expense						
	Construction	1,300,000				1,300,000
Total Expense		1,300,000				1,300,000
Obligated to Date:						887,226
						68.25 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **98-120**
 Project Title: **Community Revitalization**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **Renovation or Rehabilitation** Budget Year: **2018**
 Year Identified: **2008**
 Start Date: **7/1/2007** Project Status: **Fully Funded**
 Est. Completion Date: Region:

Description:

This project will provide for community revitalization.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - General Fund Transfer	1,306,359				1,306,359
	Cash - Other City Funds	60,000				60,000
Total Revenue		1,366,359				1,366,359
Expense						
	Other	1,366,359				1,366,359
Total Expense		1,366,359				1,366,359
Obligated to Date:						873,956
						63.96 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **01-180**
 Project Title: **Compressed Natural Gas (CNG) Fueling Station # 2**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **New Facility** Budget Year: **2018**
 Year Identified: **2014**
 Start Date: **7/1/2013** Project Status: **Fully Funded**
 Est. Completion Date: **7/30/2017** Region:

Description:

This project will provide for the design and construction of a Compressed Natural Gas (CNG) vehicle fueling station on existing City property. This station will allow for capacity to serve future fleet vehicles and private vehicles to be fueled, at a cost to the owner.

Justification:

This station will serve as a main refueling station for City fleet vehicles and also serve as a station for public use vehicles. The City intends to purchase more CNG fueling vehicles due to the significant fuel savings to be obtained. This station will be required to meet those fueling needs.

Comments:

The City established a CNG refueling station serving waste management vehicles that has resulted in measurable fuel savings. The City expects refueling of private vehicles to serve as a revenue producing activity. This project is on hold while staff investigate public/private partnership opportunities.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - Lockbox City	1,350,000				1,350,000
Total Revenue		1,350,000				1,350,000
Expense						
	Design & Engineering	1,350,000				1,350,000
Total Expense		1,350,000				1,350,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **09-140**
 Project Title: **Human Services HVAC/Emergency Exit**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **Renovation or Rehabilitation** Budget Year: **2018**
 Year Identified: **2010**
 Start Date: **7/1/2011** Project Status: **Fully Funded**
 Est. Completion Date: Region:

Description:

This project will replace the HVAC system at the Social Services building.

Comments:

The project is underway. Staff is working with contractors to resolve interior climate issues.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - General Fund Transfer	980,000				980,000
	G.O. Debt - City	500,000				500,000
Total Revenue		1,480,000				1,480,000
Expense						
	Construction	1,466,000				1,466,000
	Other	14,000				14,000
Total Expense		1,480,000				1,480,000
Obligated to Date:						1,471,680
						99.44 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **15-190**
 Project Title: **Intellectual Disability Day Support Building - Renovation**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Renovation or Rehabilitation Budget Year: 2018
 Year Identified: 2015
 Start Date: 7/2/2014 Project Status: Fully Funded
 Est. Completion Date: Region:

Description:

This project will provide for the renovation and expansion of the building located at 2104 Stepping Stone Square, which is used for the Day Support Program for individuals with intellectual disabilities. Renovations will include the kitchen, bathrooms, changing areas, front office, activity rooms, and adding floor coverings to the current concrete floors.

Justification:

The renovation would provide an environment more conducive to service delivery. The current state of the building is becoming a disincentive to prospective new program participants which means the fee revenue could be increased if the improvements are made.

Comments:

Funding is provided by CSB, Inc. Fund Balance.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - Other City Funds		265,100			265,100
Total Revenue			265,100			265,100
Expense						
	Construction		265,100			265,100
Total Expense			265,100			265,100
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **02-180**
 Project Title: **Jordan Bridge Memorial**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **New Facility** Budget Year: **2018**
 Year Identified: **2014**
 Start Date: Project Status: **Fully Funded**
 Est. Completion Date: Region:

Description:

This project will provide for the design and construction of a memorial to the old Jordan Bridge as part of the Elizabeth River City Park.

Justification:

Community interest.

Comments:

This project will be Phase III of Elizabeth River City Park. Funding is provided from cash remaining in the old Jordan Bridge Enterprise Fund (previously transferred to the Capital Projects Fund).

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - Other City Funds	100,000				100,000
Total Revenue		100,000				100,000
Expense						
	Other	100,000				100,000
Total Expense		100,000				100,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **04-200**
 Project Title: **Juvenile Services Building Renovations**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Renovation or Rehabilitation Budget Year: 2018
 Year Identified: 2016 Project Status: Fully Funded
 Start Date: 7/1/2015 Region:
 Est. Completion Date: 12/31/2017

Description:

This project will provide for renovations to the Juvenile Services building. Renovations will include the replacement of boilers, carpet, wall coverings, door and lock mechanisms, gym floor, intercom system, plumbing systems, six (6) rooftop air handlers, and exhaust fans. This project will also update the fire alarm system, repave the service road and parking lots around the facility, and install a dehumidifier to control moisture levels throughout the facility.

Justification:

Portions of the facility date back to early 1960s and many building components are failing. Locks need replacement to reduce failures that cannot be effectively managed at the control room station.

Comments:

On November 15, 2016, City Council approved an FY 2017 CIP Budget amendment to change the funding source for \$2,000,000 of this project's budget from debt (general obligation bonds) to cash funding (city lockbox) for expenses in that amount which will be cash funded.

Replacing the chiller will allow for redundancy in current loop system.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - Lockbox City	2,000,000				2,000,000
Total Revenue		2,000,000				2,000,000
Expense						
	Design & Engineering	200,000				200,000
	Construction	1,800,000				1,800,000
Total Expense		2,000,000				2,000,000
Obligated to Date:						0
						0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number:	01-160		
Project Title:	Mosquito Control Facilities Relocation		
Asset Type:			
Division:	Community Facilities Capital Projects		
Project Type:	New Facility	Budget Year:	2018
Year Identified:	2012		
Start Date:	7/3/2011	Project Status:	Fully Funded
Est. Completion Date:		Region:	

Description:

This project will provide for the relocation of the Mosquito Control Commission operations. This is the first phase of a plan developed in 2008 to move the City Operations Center from Greenbrier so the property might be available for a better use by a private developer.

Justification:

This project enhances Mosquito Control Commission operations by combining all functions at one site. It also allows for a different use of the existing site off Executive Drive in Greenbrier.

Comments:

Design is approximately 30% complete. New estimates indicated the relocation will cost \$3.4 million more than what is available. City Council approved a resolution in support of proceeding with the project modified to include the relocation/consolidation of the facilities and provide covered parking. The resolution states that additional costs would be shared between the Mosquito Control Commission and the City.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Fund Balance - General Fund	2,132,320				2,132,320
	Fund Balance - Other Funds	1,250,000				1,250,000
	G.O. Debt - City	3,828,000				3,828,000
Total Revenue		7,210,320				7,210,320
Expense						
	Design & Engineering	433,000				433,000
	Construction	6,269,320				6,269,320
	Equipment	60,000				60,000
	Other	448,000				448,000
Total Expense		7,210,320				7,210,320
Obligated to Date:						5,131,047
						71.16 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **08-190**
 Project Title: **Public Health Center/Health Department Expansion**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Renovation or Rehabilitation Budget Year: 2018
 Year Identified: 2015
 Start Date: 12/2/2014 Project Status: Fully Funded
 Est. Completion Date: 10/1/2017 Region:

Description:

This project will expand the 36 year old Public Health Center at 748 Battlefield Boulevard by adding a 14,831 square foot, two-story addition on the south side of building and expanding the public/staff training room on the north side of the building. This project will increase the facility capacity by 52% on the existing Public Health Center property owned by the City. The City would recover a portion of the construction costs through annual base payments from the State in the form of increased lease payments (State Public Health Budget) over 30 years with the State paying 55% of the project cost amortization.

Justification:

The Public Health Center is filled beyond capacity and needs additional space to serve the City's growing population. The facility is the Health Department headquarters supporting administration, emergency operations, environmental health services, clinical health services, field health services, WIC (Women, Infants, and Children food nutrition program), and occupational health services. This expansion will also provide needed space to support training for the public and department staff.

Comments:

This project was originally requested in 2006. Building overcrowding has increased since then due to the loss of the second clinic site in South Norfolk. An updated project construction cost estimate was completed in August 2013. Pre-construction drawings were updated to reflect expansion of the first floor clinic. Staff is currently seeking architect to complete final plans for construction.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	G.O. Debt - City	5,558,826				5,558,826
Total Revenue		5,558,826				5,558,826
Expense						
	Design & Engineering	730,000				730,000
	Construction	3,724,826				3,724,826
	Equipment	250,000				250,000
	Other	854,000				854,000
Total Expense		5,558,826				5,558,826

Obligated to Date: 0
 0.00 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **99-120**
 Project Title: **Sheriff - Work Release Equipment**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: Budget Year: 2018
 Year Identified: 2008 Project Status: Fully Funded
 Start Date: Region:
 Est. Completion Date:

Description:

This project will provide funding to purchase equipment used by the Sheriff's work crew.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - General Fund Transfer	50,000				50,000
Total Revenue		50,000				50,000
Expense						
	Equipment	50,000				50,000
Total Expense		50,000				50,000
Obligated to Date:						36,995
						73.99 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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Project Summary

Project Number: **10-120**
 Project Title: **South Norfolk Community Development**
 Asset Type:
 Division: **Community Facilities Capital Projects**
 Project Type: **Renovation or Rehabilitation** Budget Year: **2018**
 Year Identified: **2008**
 Start Date: Project Status: **Fully Funded**
 Est. Completion Date: Region:

Description:

This project will aid the City in developing, sustaining, and revitalizing neighborhoods in collaboration with community groups. Specific projects will be selected based on objective research and analytical results of the Neighborhood Quality of Life Study.

Justification:

This project will provide initial funding for community projects to address physical, crime, economic, and social needs identified in the Neighborhood Quality of Life Study. These funds are usable in South Norfolk TIF areas.

Project Forecast

Year	Total Expense	Total Revenue	Difference
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Project Details 2018

Account	Description	Prior Years	2018	2019 - 22	Future Years	Total Amount
Revenue						
	Cash - General Fund Transfer	100,000				100,000
Total Revenue		100,000				100,000
Expense						
	Other	100,000				100,000
Total Expense		100,000				100,000
Obligated to Date:						32,812
						32.81 %

Related Projects

Operating Budget Impact

Budget Year	Exp (Rev)	FTE Impact
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